

Terms of Reference (ToR)

Position Information

Office/Project	TB Project
Designation	Lab Technician
Reporting Supervisor	State Coordinator
Duty Station	
Assam	Kamrup Metro Dibrugarh / Sonitpur / Barpeta
Bihar	Bhagalpur Darbhanga Gaya Muzaffarpur Patna Purba Champaran
Maharashtra	Mumbai Dadar Nagpur Nanded Waghala Nashik Pune Sangli Thane
Rajasthan	Ganganagar Jaipur Jodhpur Kota Udaipur
Uttar Pradesh	Agra Bareilly Gautham Budh Nagar Gorakhpur Jhansi Kanpur Nagar Lucknow Meerut Prayagraj Varanasi
<i>The appointment for the Lab Technician position is contingent upon identification and approval of NAAT Hubs in the districts, with final confirmation to be provided accordingly.</i>	
Total Position Openings	One per district
Project Period	01-May-2024 to 31-Mar-2027
Travel	As per project requirement, local travel within district
Shift	Ready to work in any shift

Doctors For You is currently inviting applications for the position of Lab Technician within its TB Projects. We are in search of a dedicated and skilled professional who will conduct TB diagnostics, including smear microscopy, staining, and NAAT for sputum, EPTB, and pediatric TB samples, following SOPs and NTEP guidelines. Responsibilities include maintaining lab records, ensuring timely reporting, coordinating sample testing, assisting in MDR-TB suspect identification, and overseeing sample collection and transport for DST. They will ensure biosafety compliance, support quality assurance, implement new diagnostic tools, and manage data using Nikshay. Reporting to the Cluster Coordinator, they will collaborate with the STLS to uphold lab standards. The ideal candidate will work from the respective district.

Essential Qualification/ Requirements:

Intermediate (10+2) and Diploma or certified course in Medical Laboratory Technology or equivalent.

Preferential Qualification:

- One year experience in NTEP sample testing using Sputum smear microscopy and NAAT testing.
- Candidates with Higher qualification (for example Graduates) shall be preferred.

Roles and Responsibilities

- Adhere to standard operating procedures (SOPs) for smear preparation, staining, microscopy, reporting, and **M. tuberculosis** detection using modern NAAT methods for sputum, EPTB, and paediatric TB samples.
- Maintain laboratory registers and ensure timely reporting of results to the Medical Officer and project team.
- Coordinate with staff to ensure prompt testing of pulmonary and extra-pulmonary samples following the **National Tuberculosis Elimination Program (NTEP)** diagnostic algorithm.
- Assist the Medical Officer in identifying MDR-TB suspects and ensure proper collection and transportation of sputum specimens for **Culture and Drug Susceptibility Testing (DST)** per guidelines.
- Oversee and supervise the safe disposal of contaminated laboratory materials in compliance with the **Laboratory Manual**.
- Support the **Senior TB Laboratory Supervisor (STLS)** in implementing **NTEP Laboratory Quality Assurance** measures.
- Assist in the rollout and implementation of **new TB diagnostic tools** within NTEP.
- Facilitate the adoption and effective use of **Nikshay tools** for data entry, validation, and public health action.

Note: The principal responsibilities listed above are an illustrative list and not an exhaustive list. Additional responsibilities may be added from time to time depending on Project requirements.

Reporting:

The Lab. Technician will be reporting to the State Coordinator.

Remuneration: The compensation for the above-mentioned position/s will adhere to internal policies and market standards, determined by qualifications, relevant experience, budget availability, internal parity, and interview performance.

The above-mentioned position requires outstanding communication, analytical skills, documentations

skills, interpersonal, and computer skills, as well as the willingness to travel. Preference will be given to candidates with work experience in the relevant field and local candidates who possess the necessary experience and skill sets.

How to apply: Prospective candidates should submit their applications on this link: <https://forms.gle/xLQp2um32hVFfErK6> (**paste this URL on Google and fill this**)

- Please ensure that your application is complete with the above-mentioned documents. The candidates not submitting their applications with the required documents will not be considered.
- The appointment will be subject to certification that the candidate is medically fit to take on the role.
- Any attempt for persuasion will be considered as a disqualification.
- Only shortlisted candidates will be contacted.
- DFY is a tobacco and alcohol-free organization.
- Women candidates are especially encouraged to apply.
- The last day for submissions is 04th April 2025. (**Don't wait until the last moment! Applications will be reviewed and shortlisted on a rolling basis**).

Safeguarding Commitment: At DFY, we are committed to Safeguarding and Protection of the communities, staff, and other people we work with. We will do everything possible to ensure that only those who can promote a working environment free from abuse or harm to anyone that works with or comes into contact with DFY are recruited. This post is subjected to a range of vetting checks, including a criminal records disclosure. Background and Reference checks will be conducted, and ethics are part of the regular performance appraisals.

About Doctors For You

Doctors For You (DFY) is a registered society, registered under the Societies Registration Act 1860 Section 21 having registration no. F-56886(Mum). DFY is a humanitarian organization from India with international presence and is working in various disaster hit zones for the last 16 years. DFY focuses on providing medical care to the vulnerable communities during crisis and non-crisis situations, emergency medical aid to people affected by natural disaster, conflicts and epidemics. We are also committed to reducing disaster risk to human society by delivering training and capacity development in emergency preparedness and response. The work of DFY is guided by humanitarian principles of humanity, impartiality, and neutrality. It offers services and assistance to people based on need, irrespective of race, class, caste, religion and gender.

Doctors for You was founded in India in 2007, by doctors, medical students and like-minded people with a vision of “Health for all.” Currently, DFY is working on various projects in different states of India involving health professionals, Disaster Management Practitioners, Social Workers and Administrative Staff.

The organization received several awards viz. The SAARC Award (2010), The British Medical Journal Group Award (2009), Golden Ruby Award (2015) and recognition from state governments for its outstanding contribution to the humanitarian field.

Since 2012, our focus has been on Tuberculosis starting with our DOTS providers at primary health centres, and over time, we've evolved to become the leading organization overseeing TB programs across 84 districts in India. Our endeavours have spanned various initiatives including diagnosis, treatment adherence training, capacity building, nutrition programs, and active case finding. With the latest Global Fund Grant, we're set to implement programs targeting drug-resistant tuberculosis, EPTB, and active case finding.